



# **EXPECTATIONS OF THE VICE PRESIDENT OF COMPETITIONS**

## **POSITION REQUIREMENTS:**

- \* Membership in CBTV for one full year prior to applying
- \* Commit a minimum of ten hours a week to the position
- \* Attend meetings after school and special officer meetings off campus

## **OVERALL RESPONSIBILITIES:**

- \* Plans and Coordinates all meetings regarding competitions.
- \* Stay up to date with all contests in FSPA, Skills USA, and STN.
- \* Prepare all study guides to prepare members for competition.
- \* Design and order all items for competitions.
- \* Keep an accurate inventory of all items regarding competitions.
- \* Keep all competitors informed of upcoming meetings and contest updates.
- \* Prepare all project approval forms and get them approved for competitions.
- \* Represent CBTV at special events and other out of school organizations.
- \* Be willing to help any other officer with their activities.
- \* Promote energetic activity when dealing with officers and members through the display of his/her enthusiasm.
- \* Be willing to stay after school to fix any problems that may arise within your position.
- \* Act as a leader for CBTV.
- \* Complete other tasks assigned by the advisor.